

TOWN OF KEACHI, LOUISIANA

FINANCIAL STATEMENTS

DECEMBER 31, 2013

Marsha O. Millican  
A Professional Accounting Corporation  
Shreveport, Louisiana

TOWN OF KEACHI, LOUISIANA

December 31, 2013  
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**Marsha O. Millican, Inc.**  
**CERTIFIED PUBLIC ACCOUNTANT**

The Honorable Travis Whitfield, Mayor  
and Members of the Town Council  
Keachi, Louisiana

I have compiled the accompanying statement of the governmental activities,, each major fund, and the aggregate remaining fund information of Town of Keachi, Louisiana, as of December 31, 2013, the schedule listed as required supplemental information in the table of contents, and the accompanying supplementary information contained in Schedule of Compensation - Mayor and Town Council, which is presented only for supplementary analysis purposes, for the year then ended. I have not audited or reviewed the accompanying financial statements, and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Town of Keachi has not presented management's discussion and analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be a part of the basic financial statements.

Certified Public Accountant  
June 28, 2014

**TOWN OF KEACHI, LOUISIANA**

Statement of Net Position

December 31, 2013

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<b>ASSETS</b>	
<b>Current Assets</b>	
Cash	\$ 471,188
Investments	21,434
	<hr/>
Total Current Assets	492,622
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<b>Noncurrent Assets</b>	
Restricted cash	59,241
Capital Assets, net	419,923
	<hr/>
Total Noncurrent Assets	479,164
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Total Assets	971,786
	<hr/>
<b>Deferred Outflows of Resources</b>	
	<hr/>
	-
<b>LIABILITIES AND NET POSITION</b>	
<b>Liabilities</b>	
Accounts payable and accruals	-
	<hr/>
Total Liabilities	-
	<hr/>
<b>Deferred Inflows of Resources</b>	
	<hr/>
	-
<b>Net Position</b>	
Invested in Capital Assets, net of related debt	-
Restricted for Construction	59,241
Unrestricted	912,545
	<hr/>
Total Net Position	\$ 971,786
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See accountant's compilation report.

# TOWN OF KEACHI, LOUISIANA

## Statement of Activities

For the Year Ended December 31, 2013

	<u>Program Revenues</u>			<u>Net (Expense) Revenue and Changes in Net Assets</u>	
	<u>Expenses</u>	<u>Operating Grants</u>	<u>Capital Grants and Contributions</u>	<u>Total</u>	
<b>Governmental Activities:</b>					
General Government	\$ 103,672	\$ -	\$ -	\$	(103,672)
Interest on Long-Term Debt	-	-	-		-
Total Governmental Activities	\$ 103,672	\$ -	\$ -	\$	(103,672)
<b>General Revenues:</b>					
Occupational Licenses				\$	9,726
Franchise Taxes					8,978
Sales Taxes					54,910
Miscellaneous					16,529
Total General Revenues					90,143
Change in Net Assets				(13,529)	
Net Position, beginning of year				985,315	
Net Position, end of year				\$	971,786

See accountant's compilation report.

**TOWN OF KEACHI, LOUISIANA**

Balance Sheet  
Governmental Fund  
December 31, 2013

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<b>ASSETS</b>	
<b>CURRENT ASSETS</b>	
Cash	\$ 471,188
Investments	<u>21,434</u>
Total Current Assets	492,622
<b>OTHER ASSETS</b>	
Restricted Cash	<u>59,241</u>
Total Assets	<u><u>\$ 551,863</u></u>
<b>LIABILITIES AND FUND BALANCE</b>	
Liabilities	
Accounts payable and accruals	\$ -
Fund Balance	
Committed	59,241
Unassigned	<u>492,622</u>
Total Fund Balance	<u>551,863</u>
Total Liabilities and Fund Balances	<u><u>\$ 551,863</u></u>

See accountant's compilation report.

**TOWN OF KEACHI, LOUISIANA**

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET  
TO THE STATEMENT OF NET POSITION  
FOR THE YEAR ENDED DECEMBER 31, 2013**

Total Fund Balance for Governmental Funds	\$ 551,863
Total Net Position for governmental activities in the statement of net assets is different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	<u>419,923</u>
Total Net Position of Governmental Activities	<u>\$ 971,786</u>

See accountant's compilation report.

**TOWN OF KEACHI, LOUISIANA**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -**  
**GOVERNMENTAL FUND**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**Revenues:**

Occupational Licenses	\$ 9,726
Franchise Taxes	8,978
Sales Taxes	54,910
Other Income	<u>16,529</u>

Total Revenues	<u>90,143</u>
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**Expenditures:**

Current:

General Government	<u>91,875</u>
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Total Expenditures	<u>91,875</u>
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Net changes in fund balance	(1,732)
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Fund Balances, Beginning of Year	<u>553,595</u>
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Fund Balances, End of Year	<u><u>\$ 551,863</u></u>
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See accountant's compilation report.



**TOWN OF KEACHI, LOUISIANA**

Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
Fund Balance of Governmental Funds to the Statement of Activities  
Year Ended December 31, 2013

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Net changes in Fund Balances - Total Government Funds	\$ (1,732)
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The change in Net Position reported for governmental activities  
in the statement of activities is different because:

Governmental funds report capital outlay as expenditures.  
However, in the statement of activities the cost of those  
assets is allocated over their estimated useful lives and  
reported as depreciation expense. This is the amount by  
which capital outlay (\$ -0-) exceeds depreciation  
(\$11,797).

(11,797)

Change in net position of Governmental Activities

\$ (13,529)

See accountant's compilation report.

TOWN OF KEACHI, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2013

The Town of Keachi was incorporated in 1858 and was reincorporated under Legislative Act 109 of 1873 and is not subject to the Lawrason Act. The Village operates under a Mayor-Town Council form of government. The Village's major operations include public works, and general administrative services.

**NOTE 1            SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A.            Basis of Accounting**

The accompanying financial statements of the Town of Keachi have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, issued in June 1999.

**B.            Reporting Entity**

GASB Statement 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Town of Keachi is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement No. 14, fiscally independent means that the Town of Keachi may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt.

**C.            Government - Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the Statement of Net Position, Exhibit A, and the Statement of Activities, Exhibit B) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities normally are supported by taxes and intergovernmental revenues.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Taxes and other items are reported instead as general revenues.

**D.            Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

TOWN OF KEACHI, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2013

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation  
(Continued)**

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessment receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Sales and use tax revenues are recorded in the month collected by the tax collector. All other revenue items are considered to be measurable and available only when cash is received by the government.

The Town of Keachi reports the following governmental funds:

**Governmental Funds**

Governmental funds account for all or most of the Town of Keachi's general activities, including the collection and disbursement of specific or legally restricted monies and the acquisition or construction of capital assets.

**General Fund** - is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. General tax revenues and other sources of revenue used to finance the fundamental operations of the Village are included in this fund. The fund is charged with all cost of operating the government for which a separate fund has not been established.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

**E.      Budgetary Accounting**

Formal budgetary accounting is employed as a management control. The Town of Keachi prepares and adopts a budget each year for its general and special revenue funds in accordance with Louisiana Revised Statutes. The operating budget is prepared based on prior year's revenues and expenditures and the estimated increase therein for the current year, using the full accrual basis of accounting. The Village amends its budget when projected revenues are expected to be less than budgeted revenues by five percent or more and/or projected expenditures are expected to be more than budgeted amounts by five percent or more. All budget appropriations lapse at year end.

TOWN OF KEACHI, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2013

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**F.      Cash and Cash Equivalents**

For the purpose of the Statement of Cash Flows and consistent with GASB Statement 9, the Town of Keachi, Louisiana defines cash and cash equivalents as follows:

Cash - includes not only currency on hand but also demand deposits with banks or other financial institutions and other kinds of accounts that have the general characteristics of demand deposits in that the customer may deposit additional funds at any time and also effectively may withdraw funds at any time without prior notice or penalty.

Cash equivalents - includes all short term, highly liquid investments that are readily convertible to known amounts of cash and are so near their maturity that they present insignificant risk of changes in value because of interest rates. Generally, only investments which, at the day of purchase, have a maturity date no longer than three months qualify under this definition.

**G.      Receivables**

All receivables are reported at their gross value and, where applicable, are reduced by the estimated portion that is expected to be uncollectible. Town of Keachi had no receivables at December 31, 2013.

**H.      Capital Assets**

Depreciation is computed using the straight line method over the estimated useful life of the assets, generally 10 to 40 years for buildings and other improvements, 10 to 25 years for the distribution system and 5 to 10 years for moveable property. Expenditures for maintenance, repairs and minor renewals are charged to earnings as incurred. Major expenditures for renewals and betterments are capitalized.

TOWN OF KEACHI, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2013

**NOTE 1      SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**I.    Compensated Absences**

Town of Keachi has no full-time employees. Therefore, no liability for compensated absences has been recorded in the accompanying financial statements.

**J.    Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**NOTE 2      DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS**

**A.    Deposits with Financial Institutions**

For reporting purposes, deposits with financial institutions includes savings, demand deposits, time deposits, and certificates of deposit. Under state law the Town of Keachi may deposit funds within a fiscal agent bank selected and designated by the Interim Emergency Board. Further the fund may invest in time certificates of deposit of state banks organized under the laws of Louisiana, national banks having their principal office in the state of Louisiana, in savings accounts or shares of savings and loan associations and savings banks and in share accounts and share certificate accounts of federally or state chartered credit unions.

Deposits in bank accounts are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These pledged securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 2013, accounts totaling \$368,288 were secured by FDIC insurance and deposits of \$183,720 were unsecured.

**NOTE 3      CAPITAL ASSETS**

A summary of the Town of Keachi's capital assets at December 31, 2012 follows:

	Balance Jan. 1, 2013	Additions	Retirements	Balance Dec. 31, 2013
Government Activities				
Land	\$ 7,500	\$ -	\$ -	\$ 7,500
Capital Assets, being depreciated				
Furniture & Fixtures	6,147	-	-	6,147
Buildings and other improvements	436,751	-	-	436,751
Less accumulated depreciation	(18,678)	( 11,797)	-	(30,475)
Total Capital Assets, net	<u>\$ 431,720</u>	<u>\$ ( 11,797)</u>	<u>\$ -</u>	<u>\$ 419,923</u>

TOWN OF KEACHI, LOUISIANA  
NOTES TO FINANCIAL STATEMENTS (CONTINUED)  
DECEMBER 31, 2013

**NOTE 3            RISK MANAGEMENT**

The Town of Keachi is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town maintains commercial insurance coverage covering each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town.

**TOWN OF KEACHI, LOUISIANA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE-**  
**GENERAL FUND**  
**BUDGET (GAAP) BASIS AND ACTUAL**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

	<u>Original</u>	<u>Amended</u>	<u>Actual</u>	<u>Variance</u>
Revenues				
Taxes, Licenses, and Permits	\$ 66,300	\$ 65,000	\$ 73,614	\$ 8,614
Miscellaneous	35,900	25,900	16,529	(9,371)
Total Revenues	<u>102,200</u>	<u>90,900</u>	<u>90,143</u>	<u>(757)</u>
Expenditures				
General Government	38,680	90,900	91,875	(975)
Total Expenditures	<u>38,680</u>	<u>90,900</u>	<u>91,875</u>	<u>(975)</u>
Net Change in Fund Balances	63,520	-	(1,732)	(1,732)
Fund Balances, Beginning of year	<u>553,595</u>	<u>553,595</u>	<u>553,595</u>	<u>-</u>
Fund Balances, End of year	<u>\$ 617,115</u>	<u>\$ 553,595</u>	<u>\$ 551,863</u>	<u>\$ (1,732)</u>

**TOWN OF KEACHI**

Schedule of Compensation Paid -  
Mayor and Town Council  
For the Year Ended December 31, 2013

Honorable Travis Whitfield, Mayor	\$ 600
Jeanette Avila	600
Chad Burford	400
Lorice Pipkin	600
Audrey Rachal	550
Angela Toney	<u>550</u>
Total	<u>\$ 3,300</u>



## **TOWN OF KEACHI, LOUISIANA**

### **Schedule of Findings**

For the Year Ended December 31, 2013

Finding # 2013 - 1

Condition:

The segregation of duties is inadequate to provide effective internal control.

Cause:

The condition is due to space and economic limitations.

Recommendation: Whether or not it would be cost effective to correct a condition is not a factor in reporting requirements under accounting standards generally accepted in the United States of America. Because prudent management requires that the potential benefit from an internal control must exceed its cost, it may not be practical to correct all conditions reported under accounting standards generally accepted in the United States of America. In this case, both management and the independent accountant do not believe that correcting the condition described above is cost effective or practical, and, accordingly, do not believe that any corrective action is necessary.

Management's Response and Corrective Action Plan:

We agree with the finding. We will make every effort to segregate duties as allowed by space and economic limitations.

Finding #2013-2

Condition:

State Law requires public deposits to be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. At December 31, 2013, deposits totaling \$183,720 were not secured and were subject to risk.

Cause:

The cause is due to oversight by management.

Recommendation: I recommend the Town comply with State Law and insure that all deposits of the Town are secured.

Management's Response and Corrective Action Plan:

We agree with the finding. We will comply with State Law and insure all deposits of the Town are secured.

**TOWN OF KEACHI, LOUISIANA**

**Corrective Action Taken on Prior Year Findings**

For the Year Ended December 31, 2013

Finding # 2012 - 1

Condition:

The segregation of duties is inadequate to provide effective internal control.

Status:

Unresolved.

Finding #2012-2

Condition:

State Law requires public deposits to be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. At December 31, 2012, deposits totaling \$128,609 were not secured and were subject to risk.

Status:

Unresolved.